

ICHS Board Meeting

Oct. 10, 2022

Present: Donna Griffin, Lisa Schnedler, Tony Schlafli, Lisa Cvengros, and Louanna Schulte.

Staff: Claudia Looze, Jordyn Weier, Odessa Meuer, and Cara Thorison

Guests: Sharon Shea and Char Paglini

Call to Order

Donna called the meeting to order at 6:35 p.m.

Approval of Previous Meeting Minutes

from September 2022

Lisa C. motioned to approve; Louanna seconded.

Motion approved.

Executive Director Claudia Looze

Claudia reported that it was a great first week and there is a great deal to do.

Shelter operations report - Jordyn

Stats - September 19 strays, 5 born in care, 5 surrendered - total 29 incoming cats; 12 cats adopted, one transferred out, 13 outgoing cats. 51 cats at the shelter 19 in foster = 70 cats in total - started with 54, ended at 70.

Sweet Pea is being fostered, will likely be adopted.

Dogs - six incoming dogs, one transferred in, one surrendered, one returned - 9 dogs incoming. 4 dogs adopted, 5 dogs redeemed -total 9 dogs outgoing, 8 dogs at the start, ended with 8.

Kennel report

It is kitten season again. We have three available kittens. Upper Respiratory Infections are spreading.

Jordyn is looking into Fear Free shelter programming.

Paw Patrol will need some work - Jordyn will approach someone to see if they will donate the labor.

Staffing

Discussion of the role of receptionist and when phones should be answered.

Discussion of need for behavior trainers

Badger State conference -

Jordyn reported that this was "amazing." "Everyone has the same issues." Agenda items included foster care and a great presentation from a UW Vet.

Ringworm update - Jordyn reported no updates

Spay/Neuter update - Jordyn would like to get going on this.

Municipal contracts - contracts will go out this week.

Dog training - Odessa and Jordyn are attending Rabies control training.

Seeking a dog behavior team member - would love to get a volunteer. Lisa C said that we used to have the "Mod Squad."

Cost could be up to \$7,000 for a trainer. Mod Squad had been budgeted at \$1,000.

Executive Director report

Job descriptions revised - progress

Looking at job descriptions - can PTO be carried over as some staff can't take their time off. This will be brought up with the Personnel Committee.

County taking over contracts - Lisa S, Lisa C, and Claudia will meet with Larry Bierke for lunch.

Jordyn will do a walk-through for winterization of the building.

Claudia would like to get a new logo and rebrand in recognition of our 25th anniversary.

Artist willing to donate artwork for card. Claudia will do a newsletter - will get pricing.

Facebook presence has been great - Jordyn has been doing this. Odessa noted that we should do other social media through other social media - e.g., Instagram, Tiktok, YouTube, etc.

Media coverage is on Facebook.

Jordyn noted that we should do a kitten special as we have so many.

Claudia stated that she attended the city council meeting. It was uneventful. Neighbor wants to have use of property closer to road.

Fundraising:

Packer Grant - pending

Claudia wants to celebrate the 25th anniversary all year long. Get stories from people who adopted pets here.

Giving Tuesday coming - will promote the dog behavioralist

Halloween - plan to dress up cats then dogs - may not happen because of injury of person leading this.

Treasurer report

Financial report:

Without bequest, we are at a loss of \$52,000. In September alone, we had a loss of \$20,472. Last year's net income YTD was a positive \$50,000.

September was one of our lowest months for income of just over \$10,000.

Expenses - \$31,000 for the month, with a number of one-time expenses.

Lisa C. noted dog expenses are 120% over budget.

We had three payrolls in September.

We have about \$800,000 in the bank, with \$32,000 restricted.

Investment Policy Development

RFP status - tabled

Garage Sale - Char & Sharon

Char said that it went well.

People liked the set up.

\$2,925 raised in total (including the donation jar dollars)

Char showed new signage and examples of storage containers.

Sharon noted that the center's banner was folded instead of rolled and so there is now a crease in it. She is trying to get the crease out.

Sharon asked if someone had a small cargo trailer — short, enclosed trailer— for storage.

The Staff and board commended the volunteers for the great garage sale.

Shelter facility assessment offer -

Lisa S

Lisa noted the two contacts she has made with to move the building review/ proposed plans ahead.

Findorff has agreed to do a FCA pro bona and CG Schmidt would not do the plans for free - but they have a Fundraising group that can work with staff at the shelter to determine a plan ahead.

We will start with Findorff. Claudia will send Lisa S dates to suggest to them.

Building & Grounds

Louanna noted that she wrote to UPS regarding the damage to the fence and the need for barriers. She has not heard back from them.

Louanna listed the numerous repairs that Scott and Tom did on the center.

We need to prioritize the replacement of ceiling tiles.

Electrical panel work - we have the company's proof of insurance, everything is on order, most but not all parts are available. No start date - we are a copy of weeks out.

Front door replacements - tabled

Front walkway completed - they did an amazing job! Lisa C noted that some dirt is needed on either side and in the new play yard, there are many holes near the fences.

Discussion of icy walkways in the winter.

Fiberglass door delivery has been moved out to December.

Discussion of making sure Scott received a Gift in Kind receipt for all the material he has purchased to get the various projects at the shelter as he is donating these items.

Focus on Energy Program - ongoing program - we can reach out to them at any time.

Applicants for open board position

The new online form is on the website.

If you are on the board and running again, you do not need to fill out the online form.

A reminder that 2023 board prospects need to have applications in by Dec. 30.

Public Comment

Sharon said that she has a few questions. Asked about accountability of staff.

Meeting notices - Sharon recommended that we put the meeting notice in the Dodgeville Chronicle. She noted that in the past, the meeting notice was put on Facebook and on the website. The notice for the newspaper will be published free of charge.

Next meeting:

Nov. 28, 2022 6:30 pm at the shelter

Adjourn to closed session at 9:00p.m.

Closed session

The Board reconvened at 10:55 p.m.

Adjourn 10:55 p.m.

Minutes respectively submitted by Lisa Schnedler